Minutes of the Whitaker Museum Board meeting held Tuesday, January 22, 2019 at 5:00 p.m. in
the Administrative Conference Room at City Hall, 250 North Main Street, Centerville, Utah.

MEMBERS PRESENT
Carol Bake, was excused at 6:50 p.m.
Diane Chamberlain, arrived at 5:12 p.m.
Mel Miles
Paul Thomas Smith, was excused at 6:20 p.m.
Spencer Packer, Chair
Nancy Smith

STAFF PRESENT
Stephanie Ivie, City Council Liaison, arrived at 5:10 p.m. and was excused at 5:50 p.m.
Lisa Romney, City Attorney, was excused at 5:55 p.m.
Lisa Linn Sommer, Museum Director
Connie Larson, Recording Secretary

OVERVIEW OF OPEN MEETING/RESALE TAX LAWS FOR UTAH
Lisa Romney, City Attorney, conducted the overview of the Open Meeting Training,
Policies and Procedures, and the Sales and Use Tax. The Policies and Procedures were adopted
on January 16, 2018. It is important to have a written policy and to review it annually to see if
changes are needed. At this time, there are no amendments that need to be met. Lisa Linn Sommer,
Museum Director, stated the Mission Statement is at the top of each agenda for the meetings.

Lisa Romney reviewed Title 59 of the State Sales Tax Code which applies to CD’s and
books and other items that are sold at the Museum.

At 5:10 p.m., Stephanie Ivie, City Council Liaison, arrived at the meeting.

There is a Political Subdivision Exemption, which means the Museum can be exempt from
sales tax when the Museum purchases items. A museum must be a charitable institution in order
to qualify for exemption from sales taxes.

At 5:12 p.m., Diane Chamberlain arrived at the meeting.

Lisa Linn Sommer explained the Whitaker Museum was classified as a 501C3 before 2014,
but Steve Thacker, City Manager, told her it is no longer under that classification and is under the
umbrella of the city. There have been 300 plus, ‘Thomas Whitaker’, documentary DVD’s sold,
and the new ‘Centerville Beginnings’, DVD’s will be ready for sale in a few weeks.

Chair Spencer Packer made a motion to increase the sales price on all sale items to cover
the sales taxes. Lisa Linn Sommer, Museum Director, will determine the sales amount of the items
sold at the Museum. Nancy Smith seconded the motion, which was passed by unanimous vote (6-0).
Lisa Romney conducted the Open Meeting Sales Training. There must now be a web based option for the Open Meetings Act, and upon completion of this training, a certificate of completion can be obtained from the State Auditor’s Office. The most important item is that the actions and deliberations of the meeting must be open, and the public must be notified of the meetings at least 24 hours in advance. Electronic meetings are now allowed for when a member of the committee is traveling and wants to be included by phone or teleconferencing. An amendment was made that members of a committee cannot send emails or text messages to each other during a meeting. If an items is not listed on the agenda, no action can be taken on the item.

At 5:50 p.m., Stephanie Ivie, City Council Liaison, was excused from the meeting.

**MINUTES REVIEW AND APPROVAL**

Minutes of the November 27, 2018 meeting minutes were reviewed. Nancy Smith made a motion to approve the minutes as amended, along with the changes from Lisa Sommer, Museum Director. Diane Chamberlain seconded the motion, which was passed by unanimous vote (6-0).

At 5:55 p.m., Lisa Romney, City Attorney, was excused from the meeting.

**ELECT CHAIR/VICE CHAIR**

Nancy Smith made a motion to nominate Spencer Packer as Chair of the Whitaker Museum Board. Mel Miles seconded the motion, which was passed by unanimous vote (6-0).

Spencer Packer made a motion to nominate Nancy Smith as Vice Chair of the Whitaker Museum Board. Diane Chamberlain seconded the motion, which was passed by unanimous vote (6-0).

The findings for these nominations was because of the grants and RAP tax cycle. The Board expressed gratitude to Spencer Packer and Nancy Smith for their service on the Whitaker Museum Board.

**BOARD MEMBER REPORT**

Paul Thomas Smith proposed changing the parlor room at the Museum into the B H Roberts room. B H Roberts left England as a child with a group of adults who were supposed to take care of him until he arrived in Salt Lake City. Instead, the adults physically and emotionally abused him. He formed addictions and joined a gang, but a blacksmith employed him and helped him to learn to read and write. He showed him he had the ability to be a better person, and he became a powerful speaker. He married and settled in Centerville. He became a religious leader and was well respected. Young people and adults can learn from B H Roberts to never give up on their talents and abilities. Mr. Smith would like to have the room appear as if it were a reading and writing room with the furniture that belonged to Mr. Roberts.
Mr. Smith reported he is resigning as a member of the Whitaker Museum Board. He has served on the Board for ten years, and feels it is time to serve as a volunteer and reference guide for the Museum. The Board expressed appreciation to Mr. Smith for his work on behalf of the Museum. The Board discussed the proposed changes to the parlor room by Mr. Smith. Nancy Smith reported she has received criticism from patrons that the Museum is too much of a Whitaker Family Museum, and it should be a community museum. Carol Bake and Diane Chamberlain suggested rotating the rooms with different artifacts that are in storage, and highlighting residents from Centerville's history. The Board agreed this item will be discussed at future meetings.

At 6:20 p.m., Paul Thomas Smith was excused from the meeting.

**DIRECTOR'S REPORT**

Lisa Linn Sommer, Museum Director, reported December was wonderful at the Museum, and there were a little over 400 visitors for the Christmas festivities. Lisa went to Tolman Elementary and Centerville Elementary Schools to share a pioneer Christmas with the fourth grade consisting of approximately 175 students, and several families of the students visited the Museum. The Christmas tree at the Museum came from the ranch of Mark and Becky Alder. Lisa will send them a thank you letter from the Board for their donation of a fresh tree for the Museum's pioneer Christmas.

Two members of the State Historic Department recently visited the Museum, and they were pleased with the Museum and its appearance. Lisa Buckmiller and Alena Franco, came to the Museum to do a mid-cycle inspection of the Museum's progression of awarded grant projects. The Parks Department will be able to remove the dead tree for $200, for the cost of the lift. Grinding of the stump will be completed by Nye Tree Service for $326. The tree will be removed at the end of January, and the money for this project will come from the RAP Tax.

Lisa received a bid from Peck Painting on the interior and exterior staining and varnishing of the Museum windows. It will cost $3,000, which is $222 per window. Vice Chair, Nancy Smith, asked that Lisa find out what the cost will be to faux paint the seven unfinished interior windows. If the budget allows for all windows to be faux finished, it should be done. The docents at the Museum are doing great. Ruth Tingeys has resigned due to a lack of transportation and time. She will volunteer as a substitute when available. The Museum website has been updated by Mackenzie Wood and looks great. There was $100 received during December from donations. Fifty dollars was donated by the "Literature, Music and Art club of Centerville", in honor of Dixie Jensen and $50 from the donation box. Lisa will be attending Museum Day at the Legislature on January 29th. Lisa will also be on the Legislative Track Board that focuses on legislative support of museums.

At 6:50 p.m., Carol Bake was excused from the meeting.
Lisa reported a blacksmith has been working on the doors. Don Hartley from the State Historic Department said the parlor should be left as it is, as it is historic in color. Barrel vaulting of a ceiling is not time period for this area, and it will not be approved for grant monies if it is to be painted. The lighting in the parlor will be increased to allow for more visibility. Marilyn Hymas will be consulted as to what type of bulbs should be used.

**STORYTELLING EVENTS FOR 2019**

April: Have Ron Randall, Cal Tingey, and Joe Rawlins talk about growing up in the 1950’s.
May: Lisa Buckmiller will be talking about tile making, and display art from local artists.
June: Presentation on the Longest Running Women’s Club in Centerville.
August: John Clark – Celebrating transportation.
September: Judy Cella will talk about growing up in Centerville in the 40’s and 50’s.
October: Cemetery Tour.

**NEXT MEETING**

The next Whitaker Museum Board meeting will be held on Tuesday, February 26, 2019 at 5:00 p.m. at City Hall.

**ADJOURN**

At 7:00 p.m., Diane Chamberlain made a motion to adjourn the meeting. Mel Miles seconded the motion, which was passed by unanimous vote (4-0).

Mackenzie Wood, City Recorder

Date Approved

Connie Larson, Recording Secretary